

# RESIDENT ROUNDTABLE MONTHLY MEETING

Thursday, November 18<sup>th</sup> – 6:00 PM to 8:00 PM

New York City Housing Authority (NYCHA)



Welcome to the  
**Resident Roundtable**  
**November** meeting!



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# Agenda

- Welcome!
- Roundtable Changes: New Members and Vacancies
  - Ms. Greene (BK1)
  - Vacancies: BX7 & BK6
- Subcommittees' Deliverables
  - Documents (Focused Area of Work, Outreach Strategy Plan, and Draft Survey Questions)
- Resident Roundtable Work Timeline
- Stipend Requirements
- Resident Roundtable Tracker
- NYCHA Liaisons Office Hours
- Subcommittee Reports
- Implementation Plan Presentation – Arvind Sohoni, Vice President of Strategy and Operations
- Q&A
- Next Steps
  - Resident Survey 2021
  - Work Order Reform Roll Out

## New Roundtable Members / Vacancy

- The Brooklyn 1 Neighborhood Portfolio vacancy has been filled. The Resident Roundtable Selection Committee appointed Ms. Kisha Greene (BK1).
  - Ms. Greene will be joining the Management Practices Subcommittee

### Neighborhood Portfolios

- **Brooklyn 1 Neighborhood Portfolio** consists of:
  - Carey Gardens, Marlboro, O'Dwyer Gardens, and Surfside Gardens

### Let's welcome Ms. Greene to the Resident Roundtable!

- Vacancies in BX7 and BK6 (and any future vacancies) will not be filled until April, 2022

## Subcommittees' Deliverables

Thank you to all the Subcommittees that have submitted:

- Focused Area of Work
- Outreach Strategy Plan
- Sample Survey Questions

These documents were **due** for filing on Monday, November 8<sup>th</sup>!

Subcommittees that have yet to submit these documents, please do so ASAP!

## Resident Roundtable Timeline

Project	Due Date	Time
Resident Feedback Test	Monday, November 22, 2021 – Thursday, December 23, 2021	5 weeks
Feedback & Strategy Analysis	Monday, December 13, 2021 – Thursday, December 23, 2021	2 weeks
Winter Break	Friday, December 24, 2021 – Sunday, January 2, 2022	1 week

## Stipend Requirements – Update

- Monthly Meetings
  - Resident Roundtable
  - Subcommittee
- Internal Meeting(s)
  - Meetings that take place amongst the subcommittee members without NYCHA Liaisons
- External Engagement
  - Outreach conducted within your Neighborhood Portfolio (i.e., polling, lobbying, surveying, meetings, e-mail, events, CBO's, etc.)

Roundtable requirements and terms of service include, but are not limited to:

1. Communicating Roundtable issues and soliciting feedback from NYCHA residents for at least four hours a month, including those without or with limited access to the internet or a computer. This includes communicating with residents via phone calls, emails, virtual meetings, and other ways.
2. Attending the virtual<sup>1</sup> Roundtable Committee meetings, as well as fully participating in a subcommittee focusing on a distinct issue area. This includes two two-hour meetings each month – one for the entire Roundtable committee and one for a sub-committee – plus any prep time required for each.
3. Fully participating in all meetings, including, but not limited to, taking meeting minutes, tracking follow-ups, creating agendas, creating meeting presentations, and doing other meeting preparation and follow-up.
4. Making policy and program recommendations to NYCHA and advising and actively participating in implementation of those recommendations NYCHA approves. This includes drafting recommendations and other documents to be presented to the Transformation Plan Implementation Committee.
5. Serving a term of up to two years (with possible reevaluation and removal at any point during the two-year period).
6. If desired, participating in and attending Transformation Plan project management meetings, for roughly one to two hours per week.

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<sup>1</sup> Roundtable meetings will be held virtually for the time being due to COVID-19. In the future, as COVID-19 guidelines change, meetings may be held in person.

## Resident Roundtable Tracker

### **REMINDER:**

- Subcommittees have been introduced to the Resident Roundtable Tracker
- The purpose of the Tracker is to two-fold; (1) promote accountability, and (2) track and collect data regarding resident engagement
- The Tracker will be e-mailed in the last week of every month beginning in November
  - Members will report the month's engagement

Questions

Responses

Rectangular Snip

# NYCHA Resident Roundtable - Member Tracker

This form will be used in order to track your work as a Resident Roundtable member.

Section 1

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## Roundtable Member's Information

1. First & Last Name \*

Enter your answer

2. Member's Neighborhood Portfolio \*

Enter your answer

Questions

Responses

3. Member's Subcommittee \*

Enter your answer

Section 2

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## Attendance

This section will help you annotate the meetings you have attended.

4. Subcommittee Internal Planning Meeting

Please input date (M/d/yyyy)



5. Meeting with Resident Leaders (If applicable)

Please input date (M/d/yyyy)



6. Other meeting(s) attended, please identify here date, organization and any other relevant information

Empty text input field for meeting details.



### Resident Outreach

Rectangular Snip

This section will help you with keeping track of the outreach done

#### 7. Identify Developments \*

Enter your answer

#### 8. Neighborhood Portfolio Outreach \*

	Development 1	Development 2	Development 3	Development 4	Development 5
1-5 people	<input type="radio"/>				
6-10	<input type="radio"/>				
11-20	<input type="radio"/>				
21-40	<input type="radio"/>				
Other	<input type="radio"/>				

#### 9. Method of Neighborhood Portfolio Outreach \*

	Development 1	Development 2	Development 3	Development 4	Development 5
Survey	<input type="radio"/>				
E-mail	<input type="radio"/>				
Phone call	<input type="radio"/>				
Virtual	<input type="radio"/>				
On-site	<input type="radio"/>				
Other	<input type="radio"/>				

#### 10. If you responded to other in the previous question, please identify here

- Presentations
- Resident & Community-Based Organizations
- Social Media Postings
- Texting
- Other

#### 11. Based on the results of your current outreach, have you noticed any recurring themes/topics?

Enter your answer

## Participation & Contributions

12. Are you serving in an 'identified role' \*

- Yes  
 No

13. If you responded 'yes' to the previous question, please identify your role \*

- Presenter  
 Facilitator  
 Note-Taker  
 Timekeeper  
 N/A

14. What are your next steps?

Enter your answer

## Questions/Concerns

Feel free to let us know how can we support you. E-mail the Resident Roundtable Inbox with question or concerns at: [resident.roundtable@nycha.nyc.gov](mailto:resident.roundtable@nycha.nyc.gov)

15. Do you need additional support from NYCHA Liaisons?

- Yes  
 No

16. If you responded 'yes' to the previous question, please identify

Enter your answer

## Office Hours

NYCHA Liaisons will be available via Zoom every other week (i.e., the second and fourth week) of every month

- **DAYS**: Tuesday's and Thursday's
- **TIME**: 2:30 PM to 3:30 PM
- Attending Office Hours is **voluntary**
- Office Hours are held to address questions or concerns
- This **does not** mean that NYCHA Liaisons will not meet outside of Office Hours; NYCHA Liaisons will always accommodate your time availability to respond to queries
  - As always, send questions to: [resident.roundtable@nycha.nyc.gov](mailto:resident.roundtable@nycha.nyc.gov)

# Subcommittee Reports

- Each Subcommittee will;
  - Announce their finalized 'Focused Area of Work'
  - Report out on their proposed Outreach Strategy Plan
  - Share a few sample survey questions
- Order of Presentation:
  - Safety & Security (Mr. Lewis)
  - Management Practices (Ms. Bell)
  - Quality of Life (Ms. Arrington)
  - Quality Assurance (Ms. Rivera)
- Presentations should be **no more than 5 minutes**. (Q&A will be 2 minutes)

# Implementation Plan Presentation

**Arvind Sohoni, Vice President of Strategy and Operations**



# Q&A



# Next Steps

- **Annual 2021 Resident Survey**
- **Work Order Reform Town Hall – November 23<sup>rd</sup> 6 PM**

**Next Roundtable Meeting**  
**Thursday, December 9<sup>th</sup>**